WORLDWIDE EXPRESS (WWX) ACCOUNT SET-UP

In order to utilize WWX contracted rates, each customer must set-up an account with the contracted carriers.

For the purposes of this contract, a Commercial Bill of Lading (CBL), Government Bill of Lading (GBL) or other government document (i.e., Task Order) as approved by the Contracting Officer, shall constitute the order.

The following procedures should provide assistance with account set up.

1. Decide which carrier (or carriers) provides the best value for your requirement.
2. Contact the selected carrier(s)/their designated agent and tell them that you would like to set up WWX account.
3. WWX contracted carriers and their designated agents (who actually move the package), and the phone numbers for setting up accounts are as follows:

PRIME CONTRACTOR DESIGNATED AGENT	WEIGHT	CONTRACT NUMBER	PHONE NUMBER
Prime: Federal Express Corporation Agent: FedEx Express	Up to 300 pounds	HTC711-12-D-C001	1-800-645-9424, Select "set-up an account option"
Prime: Polar Air Cargo WorldWide, Inc Agent: DHL Express	Up to 300 pounds	HTC711-12-D-C002	1-888-345-9363
Prime: United Parcel Service Agent: UPS	Up to 300 pounds	HTC711-12-D-C003	1-888-468-2660

IMPORTANT NOTES:

For shipments where transportation orders issued under this multiple award contract exceed $3,000.00, Traffic Managers/Ordering Offices shall ensure each awardee is provided a fair opportunity to be considered for the shipment.

Traffic Managers/Ordering Offices shall use best-value commercial practices to determine which contractor to select for award. Cost/Price, including any additional price reductions offered and/or any price additions due to assessorial charges or "service charges", is a mandatory factor for all best-value decisions. When determining **"best value,"** Traffic Managers/ Ordering Offices should consider other factors, as appropriate, such as past performance, quality of service, claims experience, and proposed transit times. Traffic Managers/Ordering Offices may consider, among other factors, special features of the service required for effective program performance.

Traffic Manager/Ordering Office shipment records should include sufficient documentation to support their best-value award decision.